



# Agenda Item Form

Agenda Date: June 2

Districts Affected: All

Dept. Head/Contact Information: Byron Johnson, 541-4308

## Type of Agenda Item:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resolution                                  | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements                  | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                 |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use                | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements                       | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input type="checkbox"/> Other _____                                 |   |  |

## Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☒ Other Source: Fleet Service Internal Service Fund

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): None      ☐ Approved      ☐ Denied

Timeline Priority:   ☐ High      ☒ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Parts are needed for the mowers as the the summer season makes it necessary to make many repairs.

## Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Ongoing yearly purchases required to keep mowers in good working condition.

## Statutory or Citizen Concerns:

Public likes well trimmed and well kept parks.

## Departmental Concerns:

Need parts to keep mowers in good working order.



DATE: May 18, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313

CITY CLERK DEPARTMENT  
2004 JUN 27 PM 12 46

THRU: Aurora Wells  
Interim Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **JUNE 2, 2004.**

Item should read as follows:

Bid No.:	2004-166	<u>Proprietary Parts &amp; Service-Tiger Mower Equipment</u>
Award to:		<u>Bisset Specialty Equipment, Inc.</u>
		<u>El Paso, Texas</u>
Item (s):		<u>A, 1A &amp; B (all)</u>
Amount:		<u>\$30,000.00 (estimated annual)</u>

Department:	<u>Fleet Service</u>
Funds available:	<u>37370510-503121-50325-45202</u>
Funding source:	<u>Fleet Service Internal Service Fund</u>
Total award:	<u>\$90,000.00 (estimated)</u>
District (s):	<u>All</u>

The Fleet Service and Purchasing Departments recommend award as indicated to the sole responsive bidder offer meeting specifications, from responsible parties.

No options offered.

This is a Requirements Type Contract with an initial term of Thirty-Six (36) months.

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

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AGENDA FOR: **JUNE 2, 2004**

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PROJECT FORM

DATE: MAY 17 , 2004

PROJECT: Proprietary Parts & Service-Tiger Mower Equipment

BID NO: 2004-166

DEPARTMENT: Fleet Service

BUDGET NO:37370510-503121-503125-45202

FUNDING SOURCE: Fleet Service Internal Service Fund

REPRESENTATIVE DISTRICT(S): All

RECOMMENDATION: 1) Vendor : Bisset Specialty Equipment, Inc.  
El Paso, Texas  
Item(s): A, 1A & B (all)  
Amount: \$30,000.00 (estimated annual)

The and Purchasing Departments recommend award as indicated to the sole responsive bidder offer meeting specifications, from responsible parties.

No options offered

This is a Requirements Type Contract with an initial term of Thirty Six (36) months.

BIDS SOLICITED- 09 (06 local)  
BIDS RECEIVED- 01  
"NO BID" RECEIVED 00

CURRENT TAXED PAID- \_\_\_\_\_  
OUT-OF-TOWN- xx

TOTAL RECOMMENDED AWARD: \$90,000.00 (estimated)

COUNCIL APPROVED ☐ REJECTED ☐ MUNICIPAL CLERK \_\_\_\_\_

APPROVED:

COUNCIL MEETING DATE: June 2, 2004

  
Byron E. Johnson, C.P.M.  
Director of Purchasing

# Memo

**BID #2004-166      PROPRIETARY PARTS & SERVICE-TIGER  
MOWER EQUIPMENT**

Please provide the following information with your recommendation:

<b><u>POSTED Requisition Number:</u></b>	2004007062
Recommended bidder(s):	Bissett Specialty Equipment
Recommended Item(s):	All
<b><u>Department ID:</u></b>	37370510
<b><u>Account No:</u></b>	503121/503125
If applicable, Project Code:	NA
<b><u>Funding Source:</u></b>	45202
If applicable, Fiscal Year:	FY2004-FY2007
<b><u>Estimated annual expenditure:</u></b>	\$25000

District(s): All

Authorizing Signature  Jeffrey A Belles      Date May 11, 2004

**DEPARTMENT RECOMMENDATIONS**

**FROM:**

Jeff Belles

**DEPARTMENT:** Fleet Services

BID #2004- 166

BID TITLE-PROPRIETARY PARTS & SERVICE-  
TIGER MOWER EQUIPMENT

BID ITEM(S)# :All

**DESCRIPTION :** PROPRIETARY PARTS & SERVICE-TIGER MOWER

**VENDOR SELECTED:** Bissett Specialty Equipment

**BID AMOUNT:** \$25,000

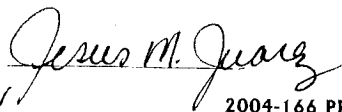
**JUSTIFICATION FOR RECOMMENDATIONS:**

**Lowest responsive bidder meeting specifications**

# CITY OF EL PASO BID TABULATION

<b>BID TITLE: PROPRIETARY PARTS &amp; SERVICE - TIGER MOWER EQUIPMENT</b> <b>BID DATE: MAY 5, 2004</b>		<b>BID # 2004-166</b> <b>DEPARTMENT: FLEET SERVICES</b>		
	<b>BISSETT SPECIALTY EQUIPMENT, INC. EL PASO, TX</b>			
<b>PRICE ADJUSTMENT FACTOR</b>				
<b>ITEM DESCRIPTION</b>	<b>NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP</b>	<b>NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP</b>	<b>NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP</b>	<b>NET <u>OR</u> % DISCOUNT <u>OR</u> % MARKUP</b>
<b>A. PRICE LISTING PRICING:</b>  <div style="text-align: center; padding: 5px;"> <b>ITEM DESCRIPTION</b> </div>	<div style="text-align: center;"> <b>NET</b> <input type="checkbox"/>              - ____ % DISCOUNT <input type="checkbox"/>              + ____ % MARKUP <input type="checkbox"/> </div>	<div style="text-align: center;"> <b>NET</b> <input type="checkbox"/>              - ____ % DISCOUNT <input type="checkbox"/>              + ____ % MARKUP <input type="checkbox"/> </div>	<div style="text-align: center;"> <b>NET</b> <input type="checkbox"/>              - ____ % DISCOUNT <input type="checkbox"/>              + ____ % MARKUP <input type="checkbox"/> </div>	<div style="text-align: center;"> <b>NET</b> <input type="checkbox"/>              - ____ % DISCOUNT <input type="checkbox"/>              + ____ % MARKUP <input type="checkbox"/> </div>
<b>ITEM 1. TIGER MOWER EQUIPMENT PROPRIETARY (OEM) PARTS</b>				
Discount/Mark-up proposed from the <u>TIGER MOWER EQUIPMENT</u> Price List [OR Catalog] [Manufacturer or Brand Name]	<b>NEW PRICE AS OF 5/1/04 HAS NOT COME IN YET.</b>			
LIST NUMBER: _____  DATED: _____  as supplemented, for any quantity as needed.	<b>N/A N/A</b>			
<b>FROM PRICE LIST FOR MARKETING LEVEL:</b>  WHOLESALER <input type="checkbox"/> DISTRIBUTOR <input type="checkbox"/> JOBBER <input type="checkbox"/> DEALER <input checked="" type="checkbox"/> RETAILER <input checked="" type="checkbox"/> [OTHER] _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

APPROVED BY:



DATE: 5/6/04

2004-166 PROPRIETARY PARTS AND SERVICE - TIGER MOWER EQUIPMENT - FLEET SERVICES DEPARTMENT

# CITY OF EL PASO BID TABULATION

<b>BID TITLE: PROPRIETARY PARTS &amp; SERVICE - TIGER MOWER EQUIPMENT</b>			<b>BID # 2004-166</b>	
<b>BID DATE: MAY 5, 2004</b>			<b>DEPARTMENT: FLEET SERVICES</b>	
<b>BISSETT SPECIALTY EQUIPMENT, INC. EL PASO, TX</b>				
<b>PRICE ADJUSTMENT FACTOR</b>				
<b>ITEM DESCRIPTION</b>	<b>NET OR % DISCOUNT OR % MARKUP</b>	<b>NET OR % DISCOUNT OR % MARKUP</b>	<b>NET OR % DISCOUNT OR % MARKUP</b>	<b>NET OR % DISCOUNT OR % MARKUP</b>
<div style="text-align: center; padding-bottom: 5px;"><u>ITEM DESCRIPTION</u></div> <div> <b>ITEM 1A. TIGER MOWER PROPRIETARY (OEM)</b>  <b>PARTS (use for additional listing)</b> </div>	<div style="text-align: center;"> <b>NET</b>              - ____ % DISCOUNT              + ____ % MARKUP           </div> <div style="text-align: center;"> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> </div>	<div style="text-align: center;"> <b>NET</b>              - ____ % DISCOUNT              + ____ % MARKUP           </div> <div style="text-align: center;"> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> </div>	<div style="text-align: center;"> <b>NET</b>              - ____ % DISCOUNT              + ____ % MARKUP           </div> <div style="text-align: center;"> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> </div>	<div style="text-align: center;"> <b>NET</b>              - ____ % DISCOUNT              + ____ % MARKUP           </div> <div style="text-align: center;"> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>  <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> </div>
Discount/Mark-up proposed from the <u>TIGER MOWER EQUIPMENT</u> Price List [OR Catalog] [Manufacturer or Brand Name]	<b>TIGER</b> <b>NEW PRICE LIST IS NOT IN YET.</b> <b>2.5% INC AS OF 5/1/04</b>			
LIST NUMBER: _____ DATED: _____ as supplemented, for any quantity as needed.				
<b>FROM PRICE LIST FOR MARKETING LEVEL:</b> WHOLESALE DISTRIBUTOR JOBBER DEALER RETAILER [OTHER] _____	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input checked="" style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input checked="" style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
<b>ITEM</b>	<b>MANUFACTURER'S PRICE LIST IDENTIFICATION:</b>			
<b>1.</b>	<b>MANUFACTURER:</b> <u>PRICE LIST FORM NUMBER</u> AND/OR DATE	<b>TIGER MOWER EQUIPMENT</b> <b>HAVE NOT GOTTEN NEW</b> <b>PRICE YET; WENT UP 5/1/04.</b>	<b>TIGER MOWER EQUIPMENT</b>	<b>TIGER MOWER EQUIPMENT</b>
<b>1A.</b>	<b>MANUFACTURER:</b> <u>PRICE LIST FORM NUMBER</u> AND/OR DATE	<b>TIGER MOWER EQUIPMENT</b>	<b>TIGER MOWER EQUIPMENT</b>	<b>TIGER MOWER EQUIPMENT</b>

APPROVED BY:

DATE: 5/6/04

2004-166 PROPRIETARY PARTS AND SERVICE - TIGER MOWER EQUIPMENT - FLEET SERVICES DEPARTMENT

# CITY OF EL PASO BID TABULATION

**BID TITLE: PROPRIETARY PARTS & SERVICE - TIGER MOWER EQUIPMENT**

**BID # 2004-166**

**BID DATE: MAY 5, 2004**

**DEPARTMENT: FLEET SERVICES**

**BISSETT SPECIALTY  
EQUIPMENT, INC.  
EL PASO, TX**

**B. SERVICE LABOR RATES:**

1.	JOB TITLE	ALL			
	HOURLY RATE: REGULAR	\$55.00			
	HOURLY RATE: HOLIDAY	\$75.00			
	SHOP BILLING RATE: REGULAR	\$55.00			
	SHOP BILLING RATE: HOLIDAY	\$75.00			
2.	JOB TITLE				
	HOURLY RATE: REGULAR				
	HOURLY RATE: HOLIDAY				
	SHOP BILLING RATE: REGULAR				
	SHOP BILLING RATE: HOLIDAY				
3.	JOB TITLE				
	HOURLY RATE: REGULAR				
	HOURLY RATE: HOLIDAY				
	SHOP BILLING RATE: REGULAR				
	SHOP BILLING RATE: HOLIDAY				
4.	JOB TITLE				
	HOURLY RATE: REGULAR				
	HOURLY RATE: HOLIDAY				
	SHOP BILLING RATE: REGULAR				
	SHOP BILLING RATE: HOLIDAY				
5.	JOB TITLE				
	HOURLY RATE: REGULAR				
	HOURLY RATE: HOLIDAY				
	SHOP BILLING RATE: REGULAR				
	SHOP BILLING RATE: HOLIDAY				

APPROVED BY:

*Jesus M. Jeung*

DATE: 5/6/04

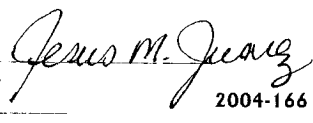
2004-166 PROPRIETARY PARTS AND SERVICE - TIGER MOWER EQUIPMENT - FLEET SERVICES DEPARTMENT



# CITY OF EL PASO BID TABULATION

<b>BID TITLE: PROPRIETARY PARTS &amp; SERVICE - TIGER MOWER EQUIPMENT</b>		<b>BID # 2004-166</b>		
<b>BID DATE: MAY 5, 2004</b>		<b>DEPARTMENT: FLEET SERVICES</b>		
	<b>BISSETT SPECIALTY EQUIPMENT, INC. EL PASO, TX</b>			
<p>THE CITY AT ITS SOLE DISCRETION MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:</p> <p>ONE ADDITIONAL YEAR AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p>TWO ADDITIONAL YEARS AT THE SAME UNIT PRICES, IF THE OPTION IS EXERCISED WITHIN:</p> <p>A. ONE YEAR FROM DATE OF AWARD OF THE CONTRACT.</p> <p>B. TWO YEARS FROM DATE OF AWARD OF THE CONTRACT.</p> <p>C. NO OPTION OFFERED.</p>	<div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="text-align: center; margin-top: 10px;"><input checked="" type="checkbox"/></div> <p style="text-align: center; margin-top: 5px;"><b>BID GOOD FOR 6 MONTHS ONLY.</b></p>	<div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="text-align: center; margin-top: 10px;"><input type="checkbox"/></div>	<div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="text-align: center; margin-top: 10px;"><input type="checkbox"/></div>	<div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="text-align: center; margin-bottom: 20px;"><input type="checkbox"/></div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-around;"> <span>YES <input type="checkbox"/></span> <span>NO <input type="checkbox"/></span> </div> <div style="text-align: center; margin-top: 10px;"><input type="checkbox"/></div>
<b>PAYMENT TERMS:</b>	<b>NET - 30 DAYS</b>			
<b>BIDDER'S PROMISED DELIVERY:</b> SAME DAY _____ OR OVERNIGHT _____ AFTER RECEIPT OF FIRM ORDER.	<b>WITHIN FIVE WORKING DAYS AT STANDARD PRICE; OVERNIGHT WILL HAVE FREIGHT.</b>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>	SAME DAY <input type="checkbox"/> OVERNIGHT <input type="checkbox"/>
IF THE BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED DELIVERY SHALL PREVAIL.				
<b>A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY CAUSE FOR THE REJECTION OF THE BID.</b>				
<b>BIDS SOLICITED: 9</b>		<b>BIDS RECEIVED: 1</b>		<b>BIDS LOCAL: 6</b>
				<b>NO BID: 0</b>

APPROVED BY:



DATE: 5/6/04

2004-166 PROPRIETARY PARTS AND SERVICE - TIGER MOWER EQUIPMENT - FLEET SERVICES DEPARTMENT

TOM GROWNEY CO.  
(JOHN DEERE EQUIPMENT)  
11323 ROJAS DR.  
EL PASO, TEXAS 79936

ZIA IMPLEMENTS CO.  
PO BOX 609  
MESQUITE, NM 88048

SOUTHPLAINS IMPLEMENT LTD  
18770 ALAMEDA  
TORNILLO, TEXAS 79849

KUBOTA TRACTORS & IMPLEMENTS  
1675 S. VALLEY DR.  
LAS CRUCES, NM 880

BISSET SPECIALTY EQUIPMENT  
(NEW HOLLAND EQUIPMENT)  
982 NORTH LOOP  
EL PASO, TEXAS 79927

TERRAZA'S FARM EQUIPMENT  
3803 ALAMEDA  
EL PASO, TEXAS 79915

BORDER TRACTOR & EQUIPMENT  
7709 ALAMEDA  
EL PASO, TEXAS 79915

**BID INFORMATION SERVICE**  
**( ALL BIDS ARE ADVERTISED )**

**BID NET PROCESSING CENTER**  
**PO BOX 5600**  
**ALBANY, NY 12205**

**GREATER EL PASO CHAMBER OF COMMERCE**  
**ONE CIVIC CENTER PLAZA**  
**EL PASO, TX. 79901**

**EL PASO HISPANIC CHAMBER OF COMMERCE**  
**2829 MONTANA AVE, B-100**  
**EL PASO, TX 79903**

**EL PASO TIMES NEWSPAPER**  
**CLASSIFIED / LEGAL SECTION**  
**PO BOX 20**  
**EL PASO, TX 79999**

**CONTRACT OPPORTUNITY CENTER**  
**4791 N. MESA**  
**EL PASO, TX 79902**

**SAM'S CLUB**  
**7970 NORTH MESA**  
**EL PASO ,TX 79932**

**SUBCONTRACTORS ASSOCIATION**  
**PO BOX 3612**  
**EL PASO, TX 79923**

**COMMERCE BUSINESS WEEKLY**  
**2626 NORTHEAST # 103**  
**EL PASO, TX 79902**

**BLACK CHAMBER OF COMMERCE**  
**ONE CIVIC CENTER PLAZA**  
**EL PASO, TX 79901**